

WASHINGTON STATE DEPARTMENT OF HEALTH OCCUPATIONAL THERAPY PRACTICE BOARD MEETING MINUTES

Saturday, October 11, 2003

9:00 AM

WestCoast Ridpath Hotel, 515 W Sprague Ave, Spokane, WA. 99201

On October 11, 2003, the Occupational Therapy Practice Board met at the WestCoast Ridpath Hotel, 515 W Sprague Ave, Spokane Washington. In accordance with the Open Public Meetings Act, notices were sent to individuals requesting notification of meetings.

MEMBERS PRESENT

WENDY HOLMES, OT, CHAIR
CATHERINE WHITING, OT, VICE CHAIR
D. JILL PETRIE, COTA
MARK LEHNER, OT
KENNETH WILLIAMS, PUBLIC MEMBER - ABSENT

STAFF PRESENT

KRIS WAIDELY, PROGRAM MANAGER
JENNIFER BRESSI, PROGRAM MANAGER

GUESTS PRESENT

16 INDIVIDUALS ATTENDED THE 2:30 RULES DRAFTING SESSION

OPEN SESSION

1. CALL TO ORDER at 9:00 a.m.

- 1.1 Approval of Agenda
 - Amendment to table item #10 until next meeting.
 - Amendment to table item #6 until next meeting.
 - Agenda approved with amendments.
- 1.2 Approval of Meeting Minutes from July 25, 2003
 - Minutes approved as presented.
- 1.3 Approval of Meeting Minutes from September 9, 2003
 - Minutes approved as presented.

2. REPORT ON DEPT. OF HEALTH BOARDS, COMMISSIONS, AND COMMITTEES CONFERENCE –Catherine, Mark, and Jill shared the following information:

Recommended that everyone get a flu shot.
The reality of disciplinary timelines. Average case takes is 18 to 24 months.
Interesting to meet and network with other HPQA Commission/Board members.

Healthcare professional shortage

3. 2004 MEETING DATES –

January 30, 2004 will be held in Olympia

April 23, 2004 will be held in Yakima or a central Washington location

July 30, 2004 will be held in Kent

October 1st & 2nd will be held in conjunction with the 2004 WOTA Annual Conference in Ocean Shores.

4. PROGRAM REPORT – Information provided to the Board by the Program Manager

4.1 Organizational Changes

- Jennifer Bressi, Health Services Consultant 1 will be working with the Board.
- Kenneth Williams has resigned from the Board. We will be requesting a new Public Member to be appointed by the Governor
- Board Delegation to Program Managers was signed

4.2 Business plan

- Modification to I.B. to list "Review national credentialing procedure and policies through the NBCOT."
- Addition of III.C. "Provide Educational Presentations"

4.3 Legislative Update

- Copies of current legislation was provided

4.4 Budget Update

- 2003-2005 Biennium budget was presented
- OT revenue projects were listed – OTA revenue projections were missing

4.5 Planning for Upcoming Meetings:

- Board elections
- Listserv Overview presentation
- Travel procedure overview
- Policy review, Re-Entry Policy and Sexual Misconduct, Complaints Against Board Member.
- Telehealth
- AAG to give Board Overview/Guidelines (Q & A period)
- Continue Rule writing

4.6 Provided for the Board's Information

- Copy of email received --Message from State Policy Group at AOTA, dated August 25, 2003.

5. STUDENT PRESENTATION EVALUATION –

The Board has agreed to provide the education presentations to OT and OTA schools as requested. The presenting Board member will be determined according

to geographic location. Program staff will not be required to attend presentations. Handouts and materials will be mailed to presenting board member or school directly by the program staff.

Catherine Whiting has agreed to present at the University of Washington on November 4, 2003.

6. **POLICY REVIEW** – was tabled until next meeting.

CLOSED SESSION 10:45 AM - 11:20 AM

7. REVIEW OF APPLICATIONS

Applicant A was approved
Applicant B was approved

8. DISCIPLINARY CASE REVIEWS

Case 2003-02-0001OT – Board recommended SOA & STID
Case 98-04-0001OT – Case remains on compliance until course completed.

9. CONTINUING EDUCATION AUDITS

Audit B – Acceptable
Audit C – Acceptable
Audit D - Acceptable
Audit D-1 – Acceptable
Audit F – 3 hours out of timeframe, send letter for 3 hours within timeframe.

- OPEN SESSION Rules Drafting Session 2:30 PM – 4:15 PM

10. **BOARD RE-ENTRY POLICY REVIEW DISCUSSION** – was tabled until next meeting.

11. **RULES** –
16 individuals were in attendance for the Rules writing presentation given by Wendy Holmes. No specific wording was established but several comments, suggestions and written statements were received. A summary of these statements will be presented at the next Board meeting.

12. **ADJOURNMENT**

There being no further business before the Board, the meeting was adjourned at 4:15 p.m.

Respectfully submitted:

Jennifer Bressi
Program Manager

Approved:

Wendy Holmes, OT, Chair
Occupational Therapy Practice Board